

INFORMATION BULLETIN

WELFARE-TO-WORK

Number: WB99-32

Date: June 8, 1999
Expiration Date: 6/30/00
69:149:is:2918

TO: SERVICE DELIVERY AREA ADMINISTRATORS
PRIVATE INDUSTRY COUNCIL CHAIRPERSONS
WELFARE-TO-WORK 15 PERCENT SUBGRANTEES
DOL WELFARE-TO-WORK 25 PERCENT SUBGRANTEES
COUNTY WELFARE DIRECTORS
CALIFORNIA DEPARTMENT OF SOCIAL SERVICES STAFF
EDD EXECUTIVE STAFF
WORKFORCE DEVELOPMENT BRANCH STAFF

SUBJECT: WELFARE-TO-WORK FILE LAYOUTS

The purpose of this information bulletin is to release the revised version of the WtW file layouts. Please discontinue using the old version of the file layouts upon receipt of this information bulletin.

The Job Training Partnership Division (JTPD) released Welfare-to-Work (WtW) data file layouts in Information Bulletin WB98-33 on November 5, 1998. We have received final regulations from the Department of Labor regarding the data that must be collected and reported upon for WtW participants. The Job Training Automation (JTA) system has been revised to reflect these final regulations.

Those subgrantees using the JTA system and wanting to transfer data electronically from local tracking systems may have already developed files for WtW forms as outlined in WB98-33. You will need to modify those files according to the attached revised file layouts.

The following WtW forms and file layouts have been changed:

1. Welfare-to-Work Application/Registration—WtW 10 EWRF (5/99)
2. Welfare-to-Work Enrollment—WtW 20 EWEF (5/99)
3. Welfare-to-Work Monthly Activity Record—WtW 30 EMAF (5/99)
4. Welfare-to-Work Employment Record—WtW 40 EWER (5/99)
(This form was previously called Welfare-to-Work Placement Information—WPF.)
5. Welfare-to-Work Termination of Active Enrollment—WtW 50 EWTF (5/99)

Should you have any questions regarding these changes or the use of the JTA system, please call the JTA Help Desk at (916) 653-0202.

/S/ BILL BURKE
Assistant Deputy Director

Attachment

Attachment is available in our Resource Information Center or by clicking on the link below. Copies may also be obtained by e-mailing JTPD at JTPDLIB@EDD.CA.GOV (subject line should read: "Attachment") or contacting Gia Valla at (916) 654-7686.

[Welfare-to-Work Data File Layouts](#)